



What is "VCA," and why is it important in the Child and Adult Care Food Program (CACFP)?

"VCA" stands for viability, capability, and accountability. The federal CACFP regulations require all participating institutions to demonstrate financial **viability**, maintain adequate administrative **capability**, and have internal controls for **accountability**.

These requirements were put into place to ensure that tax payer money is being used effectively for the intended purpose. The State Agency will assess each institution's viability, capability, and accountability during the initial application process and continue to monitor viability, capability, and accountability by requesting updates and conducting administrative reviews. Institutions that do not demonstrate viability, capability, and accountability may be subject to financial penalties or termination from the CACFP.

Financial Viability

Institutions must have adequate financial resources to maintain normal operations and meet contractual obligations (such as paying a food service management company), even if there is a disruption or delay in usual income or CACFP reimbursements. Financial viability should be documented through audit reports and financial statements.

Administrative Capability

Institutions must employ enough qualified staff members in order to meet the CACFP requirements. In addition, staff members must be given adequate training and oversight. Institutions should also have management procedures in place to ensure that CACFP requirements are met.



Accountability

Institutions must follow sound management and accounting practices.

Systems must be in place to ensure fiscal integrity and prevent improper financial activities. Documentation must be maintained to demonstrate that CACFP funds were used appropriately. In addition, non-profit organizations should have an independent board of directors that has the ability to hire or fire the executive director.